

COUNCIL ACTION FORM

SUBJECT: **REQUEST FOR SECOND TIME EXTENSION TO SUBMIT
CONSOLIDATED PLAN AND ACTION PLAN TO HUD**

BACKGROUND:

At the May 12, 2014 special City Council meeting, staff presented a proposed timeline of events in order for staff to prepare for the submittal of the City's 2014-18 Five-Year Consolidated Plan and the 2014-15 Annual Plan to the Department of Housing and Urban Development (HUD) (see attachment A). The Consolidated Plan and Action Plan both require a 30-day comment period to allow for citizen input on the goals and objectives and projects for the utilization of the funds.

As City Council may recall, this year's public forum format was changed to give Council members the opportunity to participate in the formulation of both plans. These new public input processes, along with the new HUD software system and needed down time for staff to update and input data into the software system, have significantly extended the timeframe for staff to complete the remaining parts of the two required plans. Therefore, a second time extension will need to be requested from HUD to submit the plans.

The first timeline extension included the following dates:

- Complete Consolidated and Annual Action Plans by June 12
- Publish Plans for a 30-day comment period from June 17 to July 16
- Hold City Council's public hearing on Plans on July 22
- Submit Plans to HUD by July 31

The second timeline extension would be as follows:

- Complete Consolidated and Annual Action Plans by July 3
- Publish Plans for a 30-day comment period from July 7 to August 6
- Hold City Council's public hearing on Plans on August 12
- Submit Plans to HUD by August 15

Staff has been in communication with HUD regarding this second request, and HUD staff indicated that an extension should not be a problem. However, City staff was reminded that the timeliness expenditure test will still occur on May 2nd, and no further extensions will be approved due to statutory regulations stating that HUD cannot accept plans between September and December of each year.

ALTERNATIVES:

1. The City Council can authorize staff to submit to the Department of Housing and Urban Development (HUD) a request for a second time extension to submit the Consolidated

Plan and Annual Action Plan on or before August 15, 2014.

2. The City Council can decide not to authorize staff to initiate a request for second time extension to submit these two plans to HUD.

CITY MANAGER'S RECOMMENDED ACTION:

In order to avoid jeopardizing future HUD allocations, it is essential that the City abide by all of the timelines established by HUD. Staff is unable to meet the time line included in the City's original extension application.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1. This action will authorize staff to initiate a second time extension request to HUD to submit the Consolidated Plan and Annual Action Plan on or before August 15, 2014.